

EMPLOYMENT OPPORTUNITY
INTERNAL ANNOUNCEMENT NUMBER: HCMALL 11/15

(Applicants who responded to Vacancy Announcement Number HCMALL 11/05 do not need to re-apply)

OPEN TO: Current employees of the U.S. Mission including U.S. Eligible Family Members and Eligible Family Members on Family Member Appointments and all LES/PSC/PSA employees - All agencies

POSITION: **Mobile Patrol Guard, FSN-4; FP-AA***
(*Position grade FP-AA will be confirmed by Washington)

OPENING DATE: June 21, 2011

CLOSING DATE: June 28, 2011

WORK HOURS: Full-time, 40 hours/week

LENGTH OF HIRE: Long term. Actual filling of the position is contingent upon the availability of funds.

ANNUAL SALARY: *Not-Ordinarily Resident (holding diplomatic passport): US\$24,518 (Starting salary)
(Position Grade: FP-AA will be confirmed by Washington)

*Ordinarily Resident: US\$5,235 (Starting salary)
(Position Grade: FSN-4)

The Consulate General of the United States of America in Ho Chi Minh City is seeking an individual for employment for a full-time Mobile Patrol Guard position in its Regional Security Office (RSO).

NOTE: ALL APPLICANTS WHO ARE NOT FAMILY MEMBERS OF U.S. GOVERNMENT AGENCIES OR OFFICES UNDER/NOT UNDER CHIEF OF MISSION'S AUTHORITY MUST HAVE REQUIRED WORK AND RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

BASIC FUNCTIONS OF THE POSITION

Incumbent of this position will perform guard services as Mobile Patrol Guard via all U.S. Government facilities and U.S. Consulate leased residences by rotating shift to ensure that U.S. Government property and personnel are safeguarded. Incumbents will react to emergency situations upon RSO direction and perform other duties as directed otherwise.

Please contact the Management Office at 3520-4200 X4342/4274 for further inquiries.

QUALIFICATION REQUIREMENTS

NOTE: All applicants are instructed to address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Completion of secondary school is required.
2. At least one year of experience in police or security related duties is required.
3. Must be knowledgeable of (1) Mission Organization, offices, buildings, residences, and streets of Ho Chi Minh City; (2) all emergency procedures, guard orders, basic first aid, and fire-fighting equipment; (3) local laws as applies to arrest and detention of suspicious individuals.
4. Must effectively react to various incidents. Must be able to independently take action as necessary depending on the nature of incidents outlined in guard orders; able to communicate with persons from all socioeconomic classes and be familiar with dispute mediation tactics to ease potentially dangerous security situations.
5. Level 2 (Limited knowledge) Speaking/Reading/Writing English is required (this will be tested). Level 4 (Fluent) Speaking/Reading/Writing Vietnamese is required.

You may download the application form at <http://hochiminh.usconsulate.gov/jobs.html>. Paper copies are available from Security Guard at Post 4 at the U.S. Consulate in Ho Chi Minh City between the hours of 8:00 A.M. - 5:00 P.M., Monday through Friday.

ADDITIONAL SELECTION CRITERIA

Please see post eligibility & qualification requirements on the Management Office bulletin board/intranet (Sharepoint) or on the Consulate website.

SUBMIT APPLICATION TO

Management Office

U.S. Consulate General, 7A Mac Dinh Chi Street

District 1, Ho Chi Minh City

Tel. 84-8-3520-4342/ 4274

Fax: 84-8-3520-4233

CLOSING DATE FOR THIS POSITION: JUNE 28, 2011

(All applications must be received by the closing date to receive consideration. Only short listed applicants will be contacted for interviews.)